

Claiming PD hours for completion of PDNETwork workshop

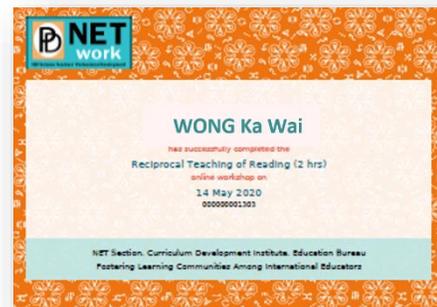
PDNETwork is the platform which hosts the NET Section's online workshops for English language teachers in the Education Bureau Hong Kong:

<https://nets-pd.edb.edcity.hk>

PD hours

Thank you for completing the PDNETwork workshop successfully.

The hours for your PDNETwork workshop are stated on your completion certificate and on the PDNETwork website.



Steps for teachers to self-input PD hours

To claim your professional development (PD) hours earned from the online workshop, you must add the PD hours to your e-services personal account.

Please follow the steps:

1. e-services Login
2. Personal Profile
3. TCPD Records
4. Scroll down to the bottom – self-input CPD Records **Add**
5. Fill in the details
6. Save
7. Submit for school approval
8. Wait for your principal's approval

Your principal may need you to show **evidence** that you completed the PDNETwork workshop. Please print out the certificate of completion from the PDNETwork platform as proof. This can be found in the “enrol” tab of the relevant online workshop.

Find PDNET

PDNETwork online workshops platform

PDNETwork information



Getting help

Feedback — use the Google evaluation form in each workshop,

Workshop content and online processes — your school's Advisory Teacher (mentor) by email or using the “**Comments**” box in the “**Enrol**” tab in a PDNETwork workshop.

Professional development programme coordinator —
Fanny Cheung lkcheung@edb.gov.hk

Advisory teacher (PDNETwork mentor) for your school